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5 APR 1971

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 2 April 1971

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1. Recruitment Briefing: By pre-arrangement, [REDACTED] Chief, Washington Area Recruitment Office, and [REDACTED] of OSGI met with Dr. H. D. Stillwell and five graduate students from the Geography Department of East Carolina University to discuss the general functions and employment opportunities for geographers in the Agency. They realized that the hiring situation is very tight but appreciated the opportunity for such a discussion.

2. Recruitment - Applicants: We received a total of 1,331 write-ins (applicants who write to us wanting jobs) during the month of March, which is an all-time record to date. For comparison, we received a total of 1,114 in February and 872 in January.

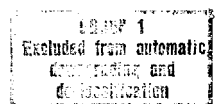
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3. Cooperative Education: During the past week [REDACTED] visited Purdue University where he interviewed 15 applicants; of this group four were asked to complete and submit formal applications for employment. He also visited the University of Illinois, interviewing four students of which two were selected for further consideration.

4. Voluntary Investment Program: The VIP Employee Bulletin was published and distribution commenced on 26 March as scheduled. As of the close of business on 2 April, [REDACTED] requests for additional information were received

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from Washington area components of the Agency. Distribution within DDP was not generally effected until 30 March. A breakdown of the response by Directorate is as follows:

<u>DDI</u>	<u>DDS</u>	<u>DDP</u>	<u>DD&T</u>	<u>DCI</u>
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[REDACTED]

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The VIP forms (Enrollment, Payroll Deduction, Designation of Beneficiary) are currently being printed and will be available to Retirement Affairs Division for "kit" assembly this week. The book dispatch for overseas distribution has been received and forwarded to appropriate addresses for final preparation and release.

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6. Reserve Affairs: Captain J. L. Norton, USAF, a command briefing officer for the United States Air Force Special Operations Force, Eglin Air Force Base, Florida, will address the members of the Agency military reserve unit tonight. He will speak on the subject "Organization and Techniques for Conduct of Special Operations." The meeting will be conducted in the auditorium and will start at 1745 hours.

/s/Harry B. Fisher

Harry B. Fisher
Director of Personnel

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